

**16** **WEDNESDAY**  
**OCTOBER, 1996** NATIONAL BOSS DAY

| OCTOBER 1996 |    |    |    |    |    |    | 76 Days Left |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|--------------|----|----|----|----|----|----|
| S            | M  | T  | W  | T  | F  | S  |              |    |    |    |    |    |    |
| 1            | 2  | 3  | 4  | 5  | 6  | 7  | 8            | 9  | 10 | 11 | 12 | 13 | 14 |
| 15           | 16 | 17 | 18 | 19 | 20 | 21 | 22           | 23 | 24 | 25 | 26 | 27 | 28 |
| 29           | 30 | 31 |    |    |    |    |              |    |    |    |    |    |    |

**APPOINTMENTS & SCHEDULED EVENTS**

| HOURS      | NAME | PLACE | SUBJECT |
|------------|------|-------|---------|
| 7<br>0700  |      |       |         |
| 8<br>0800  |      |       |         |
| 9<br>0900  |      |       |         |
| 10<br>1000 |      |       |         |
| 11<br>1100 |      |       |         |
| 12<br>1200 |      |       |         |
| 1<br>1300  |      |       |         |
| 2<br>1400  |      |       |         |
| 3<br>1500  |      |       |         |
| 4<br>1600  |      |       |         |
| 5<br>1700  |      |       |         |
| 6<br>1800  |      |       |         |
| 7<br>1900  |      |       |         |
| 8<br>2000  |      |       |         |
| 9<br>2100  |      |       |         |
| 10<br>2200 |      |       |         |

**TO BE DONE TODAY (ACTION LIST)**

- ☒ Lockbox Costs
- 2 Expenses
- 3 Create M. Nichols
- 4 Elaine's review
- ☒ September stats
- ☒ Shager - Henry
- ☒ Hamy CS&S
- ☒ News arrangements
- 9 Consulting agreement
- 10 Name change for Dan
- ☒ Bottomline download
- ☒ Craig ACES
- ☒ Report VACATION Hours

55 to BW1 1566 B

**PHONE CALLS**

- ☒ John Barnhart
- ☒ Dick Williams 916 386 6476
- ☒ M. Nichols
- ☒ Elaine's review
- Naomi - Hoover
- Rod Winn
- Carolyn Wound
- ☒ Alex Camacho

**EXPENSE & REIMBURSEMENT RECORD**

- ☒ Irma TMA CH3 203 973 0811
- ☒ Ken Hill 860 289 6001 E247
- DICK Williams 916 386 6476
- ☒ George Chellius 201 565 7341
- Robert Wiseman 410 767 7500
- ☒ Tammy Kennedy Nichols
- ☒ CHRIS ILL

DAY-TIMER, INC. ALLENSTON, PA 15815 (412)

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